



**LOS ANGELES COUNTY  
COMMISSION FOR OLDER ADULTS**

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Los Angeles, CA 90010

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www.css.lacounty.gov



**Board of Supervisors**

Gloria Molina, 1<sup>st</sup> District  
Mark Ridley-Thomas, 2<sup>nd</sup> District  
Zev Yaroslavsky, 3<sup>rd</sup> District  
Don Knabe, 4<sup>th</sup> District  
Michael D. Antonovich, 5<sup>th</sup> District

**Executive Board**

Bernard Weintraub, President  
Aida M. Villalobos, 1<sup>st</sup> Vice President  
Peter J. McGrath, 2<sup>nd</sup> Vice President  
David Siegrist, Secretary  
Barbara Sinclair, Fiscal Officer

**Executive Liaison**  
Brenda Sapp-Pradia

**EXECUTIVE BOARD MEETING**

3175 W. Sixth Street - Los Angeles, CA 90020  
3<sup>rd</sup> Floor Executive Conference Room

**Monday, April 18, 2011  
10:00 a.m. - 12:00 p.m.**

**Executive Board Attendees**

Bernard Weintraub, President                      Peter J. McGrath, 2<sup>nd</sup> Vice President  
Aida M. Villalobos, 1<sup>st</sup> Vice President              Barbara Sinclair, Fiscal Officer

**Executive Board Absent**

David Siegrist, Secretary (Excused)

Visitors: Sol Fingold, Irene Griffith, William Jackson, and Barbara Meltzer

CSS Staff Present: Brenda Sapp-Pradia, Program Manager; Larry Littleton, Human Services Administrator I; Vera Castillo, Legislative Analyst, and Guillermo Medina, Staff Assistant II

**I. CALL TO ORDER**

President Weintraub called the Executive Board Meeting to order at 10:15 a.m.

**II. APPROVAL OF AGENDA**

2<sup>nd</sup> Vice-President, Peter McGrath, made the motion to accept the agenda as presented. Financial Officer, Barbara Sinclair, seconded the motion. The motion was passed.

**III. APPROVAL OF MINUTES**

2<sup>nd</sup> Vice-President, Peter McGrath, moved the motion to accept the minutes of the LACCOA Executive Board held on March 21, 2011. Financial Officer, Barbara Sinclair, seconded the motion. The motion was passed.

**IV. PRESIDENT'S REMARKS**

President Bernard Weintraub stated that the Strategic Plan is an important document and should reflect the thinking of the commission as a whole. It should be a product of the entire commission and not only the Executive Board. President Weintraub also stated that he hopes that the annual meeting held in June 2011 has a high rate of participation.

**V. ANNOUNCEMENTS**

There were no announcements.

LACCOA advocates for the needs and well-being of older adults in Los Angeles County

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**VI. FINANCE REPORT**

Commissioner Barbara Sinclair stated that she is still working on the exact expenses for the upcoming ASA Conference. The conference is scheduled from April 26-29, 2011. Commissioner Sinclair is also working on determining the expenses for the Older American Recognition Day (OARD) event. She stated that she has been working with CSS staff to negotiate a lower price for using the Dorothy Chandler Pavilion Music Center. Commissioner Sinclair stated that with the potential fee waivers it could save the commission \$1,300. Commissioner Sinclair also suggested that the LACCOA budget for next fiscal year be increased to include money for the OARD event; if LACCOA continues to fund the annual event.

Ms. Sapp-Pradia reported that CSS requested a Board of Supervisors motion to waive the costs for using the Dorothy Chandler Pavilion facility and parking at the Music Center. She also stated that the fees for ushers at the Music Center couldn't be waived due to union issues.

Commissioner Sinclair stated that her contact at the Music Center told her to ask for a waiver for usher fees.

President Weintraub requested that the policy manual to handle the OARD event should be given to LACCOA for future reference. 2<sup>nd</sup> Vice-President, Peter McGrath, suggested that CSS staff work closely with LACCOA so that future OARD events are run more effectively.

**VII. LEGISLATIVE REPORT**

Vera Castillo, Legislative Analyst, reported that the Continual Resolution has passed for the remainder of the fiscal year that will include a cut of \$40 billion in services and programs. There is a cut of \$20 million in community services. Older Americans Act programs also had a cut of \$16 million, but none in the core programs. The House of Representatives released a blueprint of what the Republican leadership will work on in the next budget. Ms. Castillo distributed two handouts that discuss the potential impact of this blueprint on senior services.

**VIII. ADMINISTRATIVE REPORT**

Larry Littleton reported that the LACCOA Executive Board has been invited to attend the Ninth Annual Commissioners' Leadership Conference—"Time for Solutions" at the Music Center, Dorothy Chandler Pavilion on Thursday, May 12, 2011. The deadline to RSVP is May 3, 2011. President Weintraub stated that he wanted all committee chairpersons to attend. CSS staff will send out the invitation to all committee chairpersons.

Mr. Littleton requested approval from the Executive Board to 'go green' and e-mail the agenda and minutes. Those commissioners that do not have access to e-mail will continue to receive the material by mail. Also, the material will be distributed on the days of the meeting. The Executive Board agreed to have a trial period.

Brenda Sapp-Pradia, Program Manager, stated that the California Department of Aging completed their audit of the department. The audit included an interview with President Weintraub.

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**IX. STRATEGIC PLAN DISCUSSION**

The Executive Board reviewed the Strategic Plan prepared by the CSS staff. Ms. Sapp-Pradia stated that after President Weintraub requested input from committee chairs at several meetings, input was received from only Commissioners Marilyn Fried and Gloria Duran. Ms. Sapp-Pradia also stated that there was a meeting on April 6, 2011 to obtain further input from the Executive Board and committee chairpersons.

The Executive Board rejected the Strategic Plan as presented. President Weintraub requested that the Executive Board and the committee chairpersons present their comments before the next LACCOA General Board meeting; scheduled for May 2, 2011. President Weintraub requested that a task force be created to assist in developing a Strategic Plan for the commission. The Executive Board agreed that the Strategic Plan should address the goals of the entire commission. Commissioner Sinclair suggested that the Strategic Plan address the immediate goals of the commission. Commissioner Sinclair also suggested that President Weintraub inquire at the next LACCOA meeting if any of the commissioners have any experience in developing a strategic plan.

**X. ELECTION PROCESS**

2<sup>nd</sup> Vice-President, Peter McGrath, reported that Commissioner Gloria Duran sent a communications stating that she received three more nominations for office after the April LACCOA meeting.

**XI. OLD BUSINESS**

- Ad Hoc and Special Committee Reports reported by Aida Villalobos:

- ❖ Awards Ceremony and Annual Installation

1<sup>st</sup> Vice-President, Aida Villalobos, reported that the Ad hoc committee has three potential sites for the annual meeting. One location is the Carson Community Center. Parking and usage of the facility will be at no charge, but the catering must be done through the center's catering company. The second option is at Steven's Steakhouse in the City of Commerce. The third option could be the Alpine Village, if the commission is willing to pay for the event themselves.

- Standing Committee Reports

2<sup>nd</sup> Vice-President, Peter McGrath, requested Committee Chairs to give their committee reports.

- ❖ Communications:

Committee chair, Barbara Meltzer, reported the following:

- A first draft of the LACCOA brochure was created. The design still needs work and more pictures are still needed.
- An estimate for the newsletter has been received from the publishing company. A write-up from each committee chair will be needed for the newsletter. President Weintraub stated since no other name has been suggested, 'The Link' will continue to be used.

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- The video presentation for the Speakers' Bureau is in the early stages. The CSS production team is still working on another high priority project.
- She has spoken with Commissioners Marvin Schachter and Sol Fingold regarding forming an 'Advocacy Academy' to train commissioners how to be more effective advocates with public officials.
- ❖ Health, Nutrition and Long-Term Care  
Committee co-chair, Irene Griffith, reported that Susan Kennedy attended the April 2011 committee meeting to discuss sodium levels in food being served in the senior meals program. In the next committee meeting in May 2011, Kevin Tsang from Department of Mental Health will be the guest speaker.
- ❖ Housing and Transportation Committee  
1<sup>st</sup> Vice-President, Aida Villalobos, stated that the committee will be visiting the Wilmington Senior Center to discuss the transportation needs of the seniors. The committee is still in the planning stages of visiting a homeless shelter. A location has not been determined.
- ❖ Legislative and Advocacy:  
Committee chair, Sol Fingold, stated that the committee supports several Assembly Bills in the State Assembly. The committee will continue to review other Assembly Bills that may benefit seniors. Commissioner Fingold also stated that the committee will look into the possibility of changing the meeting schedule due to lack of attendance.
- ❖ Membership Committee:  
2<sup>nd</sup> Vice President, Peter McGrath, stated that there are only three members on the committee. Commissioner McGrath also stated that Commissioner Hedy Harrison mailed out applications to three candidates.

**XII. NEW BUSINESS**

- ❖ President Weintraub discussed the possibility of having a retreat in July 2011 in order to select district lead commissioners. He also stated that there should be only one meeting in June 2011, possibly for June 20, 2011 to install the new officers.

During discussion, 1<sup>st</sup> Vice-President, Aida Villalobos, expressed her concern of moving the meeting date at such a late notice and without the approval of the full body. The Executive Board agreed to let the general body vote on the meeting date.

- ❖ Commissioner Barbara Sinclair requested to have her e-mails sent directly to her personal e-mail address and not through the CSS e-mail address.

**XIII. ADOURNMENT**

Meeting was adjourned at 12:25 p.m.

**APPROVED AND FILED: MAY 16, 2011**